

**THE KENTUCKY BOARD OF LICENSURE FOR PRIVATE INVESTIGATORS**  
**November 24, 2003**

A regular meeting of the Kentucky Board of Licensure for Private Investigators was held at the Division of Occupations and Professions, 911 Leawood Drive, Frankfort, KY, on Monday, November 24, 2003.

**MEMBERS PRESENT**

Richard L. Dotson, Chairman  
Neil J. Alioto, Vice Chair  
William T. Cravens, Secretary-Treasurer  
Marcus Ray  
Jim Ringo

**OCCUPATIONS & PROFESSIONS STAFF**

Nancy L. Black, Executive Director  
Wendy Satterly, Board Administrator  
Lisa Shelley, Board Administrator

**OTHERS PRESENT**

Kevin C. Brown, Assistant Attorney General  
Gary DeWitt, Vericorp, Inc.  
J Lyle Donan, Donan Engineering  
David Ivory, DDI, Inc.

**MEMBERS ABSENT**

Todd Cooper  
Stephen L. Tackett

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**CALL TO ORDER**

Richard Dotson, Chair called the meeting to order at 1:00 p.m.

**MINUTES**

Mr. Alioto moved to approve the minutes of the October 21, 2003, meeting as amended. Mr. Cravens seconded the motion. The motion carried.

**FINANCIAL STATEMENT**

Mr. Cravens moved to approve the financial statements as presented. Mr. Alioto seconded the motion. The motion carried.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Black informed the board that the Division of Occupations and Professions does not meet the qualifications required to be granted a NCIC terminal and access to perform criminal history background checks on applicants. However, the Kentucky State Police have stated that they will have "live scan" equipment installed in all posts after January 1, 2004. Ms. Black also informed the board that the laws and regulations have been forwarded to the Kentucky State Police, Records Section, to request FBI approval to process national criminal history background checks.

Ms. Black informed the board that the eligible members will receive travel and per diem payments separately and they will also be reimbursed for travel expenses and per diem compensation beginning July 1, 2003.

Ms. Black informed the board that she had received an invitation from the Kentucky Private Investigators Association to speak at its conference on Saturday, November 8. Unfortunately, she did not receive the request until November 6 and due to a prior commitment she was unable to attend.

Ms. Black informed the board that Lisa Shelley would be replacing Wendy Satterly as the board administrator.

Mr. Cravens moved to authorize the payment of an honorarium to David Ray and Norman Williams for the days they worked with the members on the development of the examination. Mr. Cravens further moved that the honorarium be the same as board member per diem. Mr. Alioto seconded the motion. The motion carried.

**J. Lyle Donan, Donan Engineering Company**

Mr. Donan addressed the board with his concern regarding the licensure requirement for engineers performing investigations relating to the scope of practice as an engineer. The board informed Mr. Donan that it could not allow an exemption from licensure that is not outlined in KRS Chapter 329A and recommended that Mr. Donan contact the Kentucky Society of Professional Engineers to lobby for a change in the statute.

Mr. Gary DeWitt, Vericorp, Inc., addressed the board regarding his employment screening firm being required to be licensed with the board. The board informed Mr. DeWitt that the services provided by an employment screening company does meet the definition of private investigating as outlined in KRS Chapter 329A and therefore must submit a completed application for licensure.

**COMPLAINTS AND OTHER LEGAL MATTERS**

Mr. Brown informed the board that there are no complaints to be reviewed by the board at today's meeting.

Mr. Brown stated the regular administrative regulations are in effect; the fees regulation had been withdrawn; and a regulation relating to professional ethics remains to be completed and filed with the Legislative Research Commission.

**OLD BUSINESS**

Mr. Cravens informed the board that he had reviewed the examination questions and answers for correct answers, duplicate questions, etc. and sent his comments back to the examination development team. Mr. Cravens stated the development team will send him additional questions as they are developed. The exam is expected to be available for administration in January 2004. The board will develop a study guide for exam candidates.

**NEW BUSINESS**

Mr. Ray moved to approve the 2004 board meeting dates as presented. Mr. Cravens seconded the motion. The motion carried.

Mr. Alioto moved to cancel the December 2003 board meeting. Mr. Cravens seconded the motion. The motion carried.

Ms. Shelley recommended that the board establish an Application Review Committee. Mr. Dotson, Mr. Alioto and Mr. Cravens volunteered to serve on this committee. The next board meeting is scheduled for January 8, 2004. The committee will meet at 10:00 a.m. to review applications.

**TRAVEL AND PER DIEM**

A motion was made by Mr. Ray to approve payment of travel expenses and per diem for eligible members in attendance at today's meeting. Mr. Cravens seconded the motion. The motion carried.

**ADJOURNMENT**

Having no further business to be brought before the board, Mr. Alioto moved to adjourn the meeting at 2:00 p.m. Mr. Cravens seconded the motion. The motion carried.



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**Approved**